

APPENDIX I COLLECTING AREAS OF MUSEUMS RESPONDING TO QUESTIONNAIRE SURVEY

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				Eastern England	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
BEDFORDSHIRE					
Bedford Museum	North Bedfordshire and Mid Bedfordshire	Map also supplied	✓	✓	
Luton Museum	South Bedfordshire and Luton	Collecting areas by agreement with Bedford Museum	✓		
CAMBRIDGESHIRE					
Peterborough Museum	Peterborough City (unitary authority boundary)		✓	✓	
ESSEX					
Chelmsford Museums	Chelmsford District, Brentwood District and Roman Settlement of Bilericay	Subject to agreements between Essex museums	✓	✓	
Colchester Museums	Colchester District, Maldon District, Tending District	Acts as "museum of last resort" for other areas of Essex. Problem of large amount of material being created by excavations in Basildon being considered by Essex Museum Workers' Group	✓	✓	
Epping Forest District Museum Service	Epping Forest District	Subject to agreements between Essex museums	✓	✓	
Southend Museums Service	Southend Unitary Borough, Rochford District, Castle Point excluding Basildon	Subject to agreements between Essex museums	✓	✓	
Thurrock Museum	Thurrock Borough	No documents supplied	✓		
Uttlesford Museum Service	Uttlesford District	A&D policy not supplied - under review. Guidelines agreed for Essex County 2002	✓	✓	
HERTFORDSHIRE					
Hertford Museum	East Hertfordshire District, esp Hertford		✓		
North Hertfordshire Museums Service	North Hertfordshire District	New postholder Jan 2003 will rewrite policies - none supplied	✓	✓	
St Albans Museum Service	St Albans City & District		✓	✓	

Stevenage Museum	Stevenage Borough	Hertfordshire museums co-operate	✓	✓
Watford Museum	Watford Borough			
NORFOLK				
Norfolk Museums & Archaeology Service	County of Norfolk	Not supplied - both under review	✓	✓
SUFFOLK				
Ipswich Museum Service	Ipswich Borough	Uses MGC Standards 1992 and UKIC Standards 1990	✓	
St Edmundsbury Museums	St Edmundsbury and historic County of West Suffolk		✓	

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				East Midlands	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
DERBYSHIRE					
Buxton Museum & Art Gallery	County of Derbyshire, mostly High Peak and Peak Districts	Draft Procedures for Transfer of Archives for Derbyshire Museums	✓	✓	
Derby Museums & Art Galley	City of Derby, South Derbyshire District, Erewash District, Amber Valley District	Collecting subject to agreement with neighbouring local authorities	✓	✓	
LEICESTERSHIRE					
Leicestershire Heritage Services	County Leicestershire excluding Leicester City and Rutland	Manages documentary fieldwork archives from Rutland if no finds.	✓	✓	
Leicester City Museum Service	City of Leicester	Not supplied	✓		
LINCOLNSHIRE					
City & County Museum, Lincoln	County of Lincolnshire for developer-funded archives, pre-1974 county for casual finds	"Main areas of overlap are North and NE Lincs, Cambs and Notts" Co-operation with districts and planners through Lincolnshire Archaeological Forum	✓	✓	
Boston Guildhall Museum	Does not collect archives - these go to City & County Museum				
NORTHAMPTONSHIRE					
Northampton Museums & Art Gallery	Northampton Borough		✓	✓	
NOTTINGHAMSHIRE					
Nottingham City Museums & Galleries	Priority given to Nottingham City, then South Notts if site already represented or period under-represented in existing collection	Bassetlaw Council takes archives but Newark will not. Units wish to deposit A46 bypass excavation archives but part Lincs	✓	✓	
University Museum, Nottingham	Archaeology of the East Midlands down to the mediaeval period, especially from Nottinghamshire and Derbyshire	No curator, no budget, no policies or guidelines			

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				Greater London	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
Museum of London	32 Greater London Boroughs and City of London. Mol supports other LA museums taking in archives but manages setting up of site codes	Considering taking archive from Havering with no museum. Very full paperwork supplied Acquisition policy being revised, Disposal policy has rationalisation programme	✓	✓	
LB Barking: Valence House Museum	London Borough of Barking & Dagenham	Part of general A&D policy. Not supplied			
LB Barnet: Church Farm House Museum	Covers London Borough of Barnet but does not collect archives	No policies for archaeological archives			
LB Bromley: Bromley Museum	London Borough of Bromley	Not supplied	✓		
LB Croydon: Croydon Natural History & Scientific Society Museum	London Borough of Croydon		✓		
LBs Ealing & Hounslow: Gunnersbury Park Museum	London Boroughs of Ealing & Hounslow	Liaises with Mol, EGH and W London Field Group. Very limited space for archives	✓		
LB Greenwich: Greenwich Borough Museum	Covers London Borough of Greenwich but does not collect archives because no space	Still collects stray finds. General A&D policy includes archaeology - not supplied	✓		
LB Harrow: Harrow Museum & Heritage Centre	London Borough of Harrow, especially from Headstone Manor (Museum site)	General A&D policy includes archaeology - not supplied	✓		
LB Kingston	London Borough of Kingston upon Thames	General A&D policy includes archaeology - not supplied	✓		
LB Newham: Newham Heritage Services	London Borough of Newham	Uses SMA Guidelines for transfer disposal	✓		
L B Richmond: Museum of Richmond	Covers Ham, Kew, Petersham, Richmond within LB Richmond but does not collect archives	Not supplied	✓		
LB Southwark: Cuming Museum	Covers London Borough of Southwark but does not collect archives - go to Mol	Not supplied	✓		
LB Waltham Forest: Vestry House Museum	London Borough of Waltham Forest		✓		

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				North East	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
COUNTY DURHAM					
Bowes Museum/ Durham CC	County of Durham excluding Durham City	Reviewing archaeology collecting policy in relation to regional hubs.	✓	✓	
Old Fulling Mill Museum, Durham University	City of Durham	A&D policy not supplied	✓	✓	
HARTLEPOOL					
Hartlepool Arts & Museums	Hartlepool district	Most archives remain with Tees Archaeology which shares premises	✓		
NORTHUMBERLAND					
Alnwick Castle	Artefacts from the estates of the Northumberland family	Not supplied		✓	
Berwick Borough Museum	Borough of Berwick	OS sheet 57 plus small sections of sheets 74 and 81. A&D policy not supplied	✓		
Museum of Antiquities, Newcastle University	County of Northumberland, city of Newcastle upon Tyne and Hadrian's Wall from east coast to Cumbrian border unless there is a site museum	Collecting areas agreed with neighbouring museums through Museums North archaeology panel	✓		
TYNE & WEAR					
Tyne and Wear Museums	County of Tyne & Wear except mediaeval core of Newcastle-upon-Tyne, and Hadrian's Wall other than Roman forts of Wallsend (Segedunum) and South Shields (Arbeia)		✓		

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				North West	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
CHESHIRE					
Grosvenor Museum, Chester	Chester District (western part of historic Cheshire)		✓	✓	
Norton Priory Museum, Runcorn	Holds archives from excavations of own site but does not collect any others	Not supplied	✓		
World of Glass, St Helens	Material on glass industry in UK and Europe, but not local excavation archives	Part of general A&D policy, not supplied	✓		
Warrington Museum & Art Gallery	Warrington Borough	Currently under review, not supplied	✓	✓	
CUMBRIA					
Tullie House Museum, Carlisle	Carlisle District, plus Cumbrian sites represented in collection and/or excavated by Cumberland & Westmoreland Antiquarian & Archaeological Society	Based on SMA Guidelines	✓	✓	
Keswick Museum & Art Gallery, Allerdale	Covers Allerdale District but does not collect archives	Part of general A&D policy, not supplied	✓		
Kendal Museum, South Lakeland	South Lakeland District/ old County of Westmoreland	Recognises role of Tullie House as a "county museum"	✓		
GREATER MANCHESTER					
Bolton Museum & Art Gallery	Bolton Metropolitan District	Also takes in material from NW as one of 5 accredited museums for arch storage	✓		
Stockport Heritage Services	Stockport Metropolitan Borough	Part of general A&D policy. Not supplied	✓		
Manchester Museum, University of Manchester	North West England, primarily Greater Manchester and Alderley Edge	Guidelines not supplied. Collaborates with Cheshire Museums, Tullie House and BM	✓	✓	
LANCASHIRE					
Lancashire County Museum Service	County of Lancashire	Part of general A&D policy - not supplied. Guidelines being developed	✓		

Blackburn Museum & Art Gallery	Blackburn with Darwen Borough	Part of general A&D Policy - not supplied	✓	
Towneley Hall, Burnley	Burnley District	Part of general A&D Policy, under review. Not supplied.	✓	✓
Lancaster City Museums	Lancaster District = "Hundred of Lonsdale, South of the Sands and the immediately adjacent area within a radius of 10 miles"	Occasionally takes items from adjoining areas where no museum. Potential areas for overlap with Lancs County Museums and NMGW but no difficulties experienced	✓	
Ribchester Roman Museum	Ribble Valley/Ribchester prehistoric and Roman material	Not supplied	✓	
MERSEYSIDE				
National Museums & Galleries on Merseyside	Merseyside and NW England by agreement with other interested museums	Collecting policy due for review in 2003	✓	✓

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				South East	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
BERKSHIRE					
Reading Museum Service	Central/East Berkshire - 5 unitary authorities of Bracknell Forest, Reading, Slough, Windsor & Maidenhead and Wokingham	A&D Policy under review, not supplied. Guidelines for transfer joint document with W Berkshire	✓	✓	
West Berkshire Museum Service, Newbury	West Berkshire District	A&D Policy under review. Guidelines for transfer joint document with Reading	✓	✓	
BUCKINGHAMSHIRE					
Buckinghamshire County Museum	County of Buckinghamshire, including Milton Keynes District		✓	✓	
EAST SUSSEX					
Royal Pavilion, Libraries & Museums, Brighton & Hove	Brighton and Hove	Area agreed with Sussex Curators Group (1988). General A&D policy not supplied	✓		
Hastings Museum & Art Gallery	Borough of Hastings and Rother District	Area agreed with Sussex Curators Group (1988). A&D Policy due for review 2003.	✓		
Sussex Archaeological Society, Lewes	Lewes, Mid Sussex and Wealden Districts and material from within 1 miles radius of Fishbourne Roman Palace	Accepts other sites if already represented in collections or appropriate museum cannot accept. Guidelines not supplied	✓	✓	
HAMPSHIRE					
Hampshire County Council Museums Service	Hampshire County excluding Portsmouth and Southampton and Winchester District	Some overlap in Winchester District if scheme has county input	✓	✓	
Portsmouth Museums & Records Service	City of Portsmouth, plus objects found within a 15 miles radius of the city centre	Part of general A&D policy - not supplied. Overlap with HCCMS for neighbouring areas	✓	✓	
Southampton City Museums Service	City of Southampton	Acquisition Policy, Guidelines under review	✓	✓	
Winchester Museums Service	City of Winchester District	Not supplied	✓	✓	
ISLE OF WIGHT					
Isle of Wight Museum Service	Isle of Wight and adjacent seabed.	Archaeology & Environment Service cares for excavation archives	✓	✓	

KENT				
Powell Cotton Museum, Birchington	Thanet District	Part of general A&D policy, not supplied	✓	
Canterbury City Museums & Galleries	Canterbury City	Part of general A&D policy. Little space left, interested in possible county storage	✓	✓
Dartford Borough Museum	Covers Dartford Borough but collects no archives	Interested in possible county storage	✓	
Dover Museum	Dover District	Guidelines in preparation	✓	
Maidstone Museum & Bentrif Art Gallery	Maidstone Borough but also West Kent, Kent, Britain (in order of priority)	Uses MGC Standards	✓	✓
Tunbridge Wells Museum & Art Gallery	Tunbridge Wells Borough, plus E Sussex parishes: Frant, Withyham, Rotherfield, Wadhurst		✓	
OXFORDSHIRE				
Oxfordshire Museums	County of Oxford: Districts of Cherwell, Oxford City, South Oxfordshire, West Oxfordshire and The Vale	Excludes sites owned by Oxford University and those already represented in Ashmolean Museum collections	✓	✓
Museum of Oxford	Covers City of Oxford but collects no archives	No documents supplied		
Ashmolean Museum, University of Oxford	Only sites owned by Oxford University or those from which excavated material is already held	Transfer guidelines not supplied	✓	✓
SURREY				
Elmbridge Museum, Weybridge	Borough of Elmbridge	Part of general A&D Policy. Not supplied	✓	✓
Bourne Hall Museum, Epsom & Ewell	Borough of Epsom & Ewell	Also takes material from parts of Surrey SE of Epsom, W and N of M25 (Banstead and Kingswood etc) where no museum	✓	
Guildford Museum	Borough of Guildford	Also "anywhere else in Surrey that does not have a suitable museum". A&D policy not supplied	✓	
Chertsey Museum, Runnymede	Borough of Runnymede collects no archives	Not supplied	✓	
WEST SUSSEX				
Chichester District Museum	Chichester District and area of Arun District west of R Arun, respecting collecting areas of Arundel and Littlehampton museums	No documents supplied	✓	✓
Worthing Museum & Art Gallery	Area between R Arun and R Adur, south of line from Pulborough to Upper Beeding, except for parishes of Littlehampton and Rustington	Both documents under review	✓	✓

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				South West	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
CORNWALL					
Royal Cornwall Museum, Truro	Whole county of Cornwall	Transfer guidelines prepared in consultation with Cornwall Archaeological Unit, using SMA guideline. EH approved store	✓	✓	
DEVON					
Museum of Barnstaple and North Devon	Districts of North Devon and Torridge, including Lundy	Area agreed with Exeter, Plymouth and Torquay Museums	✓		
Royal Albert Museum, Exeter	City of Exeter, and Districts of East Devon, Mid Devon, Teignbridge and eastern half of South Hams	Also takes archives from EH funded excavations in North Devon because has EH approved storage	✓	✓	
Plymouth City Museum	Plymouth City, South Hams and West Devon	Guidelines in draft, not supplied	✓	✓	
DORSET					
Dorset County Museum	County of Dorset excluding Bournemouth and Poole		✓	✓	
Russell Cotes Art Gallery & Museum, Bournemouth	Borough of Bournemouth	Collects small chance finds from Bournemouth and will take only excavation archives from Hengistbury Head	✓		
Poole Museum	Borough of Poole	Collects items relevant to Poole Harbour or Poole from outside borough eg Purbeck. No documents supplied	✓	✓	
GLOUCESTERSHIRE					
Bristol Museums & Art Gallery	City and County of Bristol and South Gloucestershire	Area agreed in consultation with Bath and NE Somerset Museums	✓	✓	
Cheltenham Art Gallery & Museum	Borough of Cheltenham, most of Tewkesbury and 39 western Cotswold parishes	Areas agreed in consultation with other Gloucestershire museums. Guidelines for whole county proposed some years ago but did not reach agreement	✓	✓	

Cotswold Museum Service, Corinium Museum	Cotswold District	No documents supplied	✓	✓
Dean Heritage Museum Trust	Forest of Dean District	Collecting with regard to Gloucester City Museums and National Waterways Museum	✓	✓
Gloucester City Museum & Art Gallery	County of Gloucestershire, except "objects relating intimately to towns of Cheltenham, Cirencester, Newent, Stroud or Tewkesbury"	Policies under review	✓	✓
Stroud District Museum Service	Stroud District	Map provided. Wotton Heritage Centre is also collecting archaeology from Wotton under Edge	✓	✓
SOMERSET				
Somerset County Museums Service	County of Somerset	Excludes top of Brean Down, mutually agreed to fall within the area of North Somerset Museum, Weston-super-Mare	✓	✓
Roman Baths Museum, Bath & N E Somerset	Bath & NE Somerset District		✓	✓
North Somerset Museum, Weston-s-Mare	North Somerset District	Part of general A&D Policy. Not supplied	✓	
Museum of South Somerset, Hendford	Covers South Somerset District but collects no archives	Not supplied	✓	
Wells Museum	Central Mendip including City of Wells, and parishes of Chewton Mendip, Priddy, St Cuthbert Out, Westbury, Wookey, Rodney Stoke, Litton, Emborough and Binegar		✓	
WILTSHIRE				
Alexander Keiller Museum, Avebury	Parish of Avebury and sites within Avebury complex which span the boundary		✓	
Salisbury & S Wiltshire Museum	Salisbury District	46 th parallel of OS used as divide between Salisbury and Devizes museums	✓	✓
Swindon Museums & Art Gallery	Borough of Swindon	Some exceptions for sites on boundary through negotiation with other museums	✓	✓
The Trowbridge Museum	Trowbridge and surrounding parishes	Liaises with Wiltshire Heritage Museum	✓	
Wiltshire Heritage Museum	North Wiltshire, ie Districts of Kennet (excluding Avebury), N Wiltshire (excluding Chippenham and West Wiltshire above Gridline 46)	46 th parallel of OS used as divide between Salisbury and Devizes museums. Guidelines in draft	✓	

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				West Midlands	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?	
HEREFORDSHIRE					
Hereford Museum & Art Gallery	Herefordshire		✓	✓	
SHROPSHIRE					
Shropshire County Museum Service	County of Shropshire excluding Shrewsbury and Atcham Borough	Not supplied	✓	✓	
Shrewsbury Museum Service	Shrewsbury & Atcham Borough, plus Wroxeter Hinterland project outside borough.	Guidelines in draft. Both documents on web-site	✓		
STAFFORDSHIRE					
Borough Museum & Art Gallery, Newcastle-under-Lyme	Newcastle-under-Lyme but collects no archives	Potteries Museum covers area. Policy not supplied	✓		
The Potteries Museum & Art Gallery	County of Staffordshire	Overlap with Birmingham City Museum, Tamworth Castle Museum and Lichfield Heritage centre. A&D Policy review due	✓	✓	
Tamworth Castle	Borough of Tamworth, plus Drayton and part of Lichfield if Tamworth postal address	Both documents in process of review. Not supplied	✓	✓	
WARWICKSHIRE					
Warwickshire Museum Service	County of Warwickshire excluding Stratford upon Avon	Rugby Art Gallery & Museum collects archaeology but no agreement with them	✓	✓	
WEST MIDLANDS					
Birmingham Museum & Art Gallery	City of Birmingham	A&D Policy under review, Guidelines in preparation. Not supplied	✓		
Coventry Museums Service	City of Coventry		✓	✓	
Walsall Museum	Borough of Walsall	Very limited area of activity. General A&D policy. Not supplied	✓		
WORCESTERSHIRE					
Worcestershire County Museum	County of Worcestershire, excluding City of Worcester		✓	✓	
Worcester City Museum	City of Worcester	Policies under review. Not supplied	✓	✓	

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS				Yorkshire & the Humber		
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?		
EAST YORKSHIRE & THE HUMBER						
East Riding of Yorkshire Museum Service	East Riding of Yorkshire	Informal agreement gives Hull Museums first refusal on E Riding sites represented in collections	✓	✓		
Hull & East Riding Museum	City of Hull, and Districts of East Riding of Yorkshire and North Yorkshire (SE part)	Informal agreement with E Riding Museum gives Hull first refusal on E Riding sites represented in Hull collection	✓	✓		
North East Lincolnshire Museums Service	NE Lincolnshire Unitary authority	A&D policy overdue for review	✓	✓		
North Lincolnshire Museums Service	Area north of E-W line from Gainsborough to, but excluding, Market Rasen and Louth; includes Glanford and Cleethorpes Districts and part of Boothferry District S of Humber.	Has integrated local authority museum and archaeology service. Overlap with Lincolnshire Museums. Documents not supplied.	✓	✓		
NORTH YORKSHIRE						
Harrogate Museums & Arts	Harrogate District	Co-operates with adjacent authorities. Map supplied. Planning to do guidelines	✓			
Richmondshire Museum	Richmondshire District Council within 12 mile radius of Richmond	This leaves part of the district without local cover for archives	✓			
Scarborough Museums & Gallery	Borough of Scarborough	Takes archives from Ryedale, The Wolds if sites represented in collection. Liaises with Whitby Museum on Whitby sites	✓	✓		
York Museums Trust	City of York and Yorkshire	Liaises with other Yorkshire Museums. NB Yorkshire Archaeological Trust has considerable archives which Yorkshire Museum cannot house	✓			

SOUTH YORKSHIRE				
Doncaster Museum Service	Doncaster Metropolitan Borough, Barnsley MDC east of Barnsley, Darfield and Wombwell, Boothferry District between Aire and Old Don, Selby District south of R Aire	Liaises with relevant museums re material adjacent to boundaries. A&D Policy being reviewed and Guidelines forthcoming. Includes map	✓	
Rotherham Museums, Galleries & Heritage	Rotherham Metropolitan Borough		✓	✓
Sheffield Galleries & Museums Trust	City of Sheffield , plus Barnsley MDC west of and including towns of Barnsley, Darfield and Wombwell, District Yorkshire, part of Derbyshire (Peak District National Park but not Buxton or Chesterfield)	Also takes material from sites already represented in collections	✓	✓
WEST YORKSHIRE				
Bradford Museums	Bradford Metropolitan Borough	Liaises with museums serving adjacent boroughs	✓	✓
Calderdale Museums & Arts	Does not collect archives	Archaeological collections on loan to Kirklees, managed by WYAS. Document not supplied	✓	
Kirklees Community History Service	Kirklees Metropolitan Borough	Guidelines agreed with West Yorkshire Archaeology Service. Does not collect archives from Calderdale area	✓	✓
Leeds Museums & Galleries	Leeds Metropolitan District	Map supplied. Stores running out of space for archives	✓	✓
Wakefield MDC Museums & Arts	Wakefield Metropolitan District	Adjoining areas not collecting archives so pressure on Wakefield to take them. Both documents being revised, not supplied	✓	✓

ARCHAEOLOGICAL COLLECTING AREAS OF RESPONDENT MUSEUMS			National bodies	
Museum name	Collecting area	Notes	A&D Policy?	Transfer guide-lines?
British Museum	Archives relating to sites in England	Policies under review, acquisition of further large assemblages unlikely	✓	✓
English Heritage	Collects archives from properties managed by English Heritage	Each site/registered museum has its own A&D policies	✓	✓